

Dear NDCS Teammates,

Plans to vaccinate staff members and our inmate population are quickly shaping up. As of this week, we have completed initial vaccinations for health care staff and many have received their second dose as well. Our focus next week will be administering vaccinations to those team members who are over 65 and older inmates who have medical conditions putting them at a higher risk for contracting COVID-19. During the week of February 22, we will begin vaccinating additional staff members and inmates. To make that happen, the health services team has drafted a long-term schedule for vaccination clinics in each of our facilities. Medical providers who work in Central Office will be responsible for vaccinating all staff members. Facility medical staff will vaccinate our inmates.

We are going to be strategic in how many staff members we vaccinate at any given time, recognizing that some people may experience short term side effects. We will also plan the clinics to ensure staff members get their second dose in a timely manner. Wardens have been tasked with reaching out to team members to identify those who wish to be vaccinated, as well as the appropriate times for getting people vaccinated on every shift. Please be prepared to respond when they do.

Based on the amount of vaccine delivered so far to NDCS, it will take some time to get everyone vaccinated. There is the potential you will be able to get your shot in the community before we can offer it to staff members in a particular facility. The choice of where you receive your vaccination is up to you. If the supply increases, we will be able to work our way around the system more quickly.

The overarching goal is to make sure that we are using <u>all</u> of the vaccine allocated to NDCS. Each vial holds approximately 11 doses and once the seal is broken, we have only six hours to use them. We are going to make every effort to ensure that we are not wasting vaccine. That means being nimble and acting quickly to find willing and able patients when the moment arises.

This process has many moving parts. We ask that everyone be patient and alert to communication shared by the wardens. Provisions will also be made to inoculate staff members who work in Central Office, STA, CSI and other locations. If you have specific medical concerns related to getting the vaccine, be sure to consult with your health care provider in advance. We want to make this process as smooth and worry-free as possible for everyone. Thanks for your cooperation.

Scott R. Frakes

